
Overview

This unit is designed for the candidate to demonstrate competence in dispatching recyclables and other materials whilst working under supervision. The candidate must be able to identify recyclables and other materials to ensure they comply with any documentation, and dispatch them following approved procedures and practices

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Dispatch recyclables and other materials

Performance criteria

You must be able to:

Dispatch recyclables and other materials

- P1 wear and use appropriate personal protective equipment in accordance with approved procedures and practices
- P2 identify and prepare the recyclables and other materials to be dispatched
- P3 make sure that information needed by the recipient is available
- P4 follow approved procedures and practices to carry out the handover of recyclable and other materials

You must be able to:

Use and communicate data and information

- P5 report, to an appropriate person, unsafe plant, equipment and hazardous situations
- P6 give health and safety information to others in accordance with approved procedures and practices

You must be able to:

Resolve problems that could affect the safe working environment

- P7 take appropriate action, within your area of responsibility, where incidents could affect the safe working environment
- P8 resolve day-to-day problems within your area of responsibility
- P9 refer matters outside your responsibility to an appropriate person

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Knowledge and understanding

You need to know and understand:

General

- K1 the main responsibilities of the employer and employee under the 'Health and Safety at Work Act 1974'
- K2 the safe procedures for handling hazardous materials
- K3 the range and use of personal protective equipment
- K4 organisational accident and incident recording and reporting procedures

You need to know and understand:

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- K5 the instructions for preparing recyclables and other materials to be dispatched
- K6 how to identify non-compliance
- K7 the nature and hazards of recyclable materials
- K8 personal protective equipment appropriate to the recyclable materials handled
- K9 approved procedures and practices
- K10 documentation and recording procedures
- K11 methods of communication

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Additional Information

Behaviours

You work in a manner which you:

1. show you are vigilant for potential risks and hazards
2. show awareness of the effects of own actions

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Suite Recycling Activities

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